

# PROJECT REPRESENTATIVE'S DAILY REPORT

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Report No. 294  
Date: 2015-10-20  
Day: Tuesday

Architect: Kang Associates

Project: Renovation and Addition to Tewksbury Town Hall

OPM: CBI Consulting Inc. Clerk of the Works: Jenne dos Santos, Assoc. AIA, MCPPO

Contractor: G.V.W., Inc.

Weather: 9:00 am: Overcast Noon: Light Rain 2:00 pm: Mostly Cloudy  
Temperature: 9:00 am: 50° Noon: 55° 2:00 pm: 64°

Superintendent: Vinnie Bomal

PERSONNEL COUNT	Spec Section	Contractor	Trade	Foreman	Journeyman	Helpers	Total
General Contractor:	Div. 01	GVW	Temp. Facility	0	0	0	0
	Div. 02		Laborers	1	0	0	1
	Div. 03		Concrete	0	0	0	0
	Div. 04		Masonry	0	0	0	0
	Div. 05		Misc. Metals	0	0	0	0
	Div. 06		Carpentry	1	2	0	3
	Div. 09		Paint/Plaster	1	0	0	1
	Div. 31		Site Work	0	0	0	0
	Div. 08	TCI	Hardware	0	0	0	0
	Div. 09		Flooring	1	1	0	2
	Div. 14	United	Elevator	0	0	0	0
	Div. 21	Encore	Fire Protection	0	0	0	0
	Div. 22	LaPan	Plumbing	0	0	0	0
	Div. 23	Ambient Temp. Corp.	HVAC	2	1	0	3
	Div. 26	Griffin Electric	Electrical	2	2	0	4
	Div. 32	Redline	Landscaping	0	0	0	0
		*Systematics	Shelving	0	0	0	0
Total:				8	6	0	14

*\*Not included in manpower count as contract is direct with the Town of Tewksbury.*

## DAILY REPORT

### Activities Today:

- 1) Laborer: 1 laborer is performing general building clean up.
- 2) Carpentry: 3 carpenters are on site; 2 carpenters are installing service counters; 1 carpenter is installing wood skirts and trim in Stair #1.
- 3) Painter: 1 painter is applying finish painting in the Meeting Hall.
- 4) Flooring: 2 workers are prepping floors for finish floor installation in the basement.
- 5) HVAC: 1 HVAC mechanic is installing radiator covers in the Meeting Hall.
- 6) Testing and Balancing: 2 balancers are on site balancing the HVAC system.
- 7) Electrical: 4 electricians are on site; 2 are relocating the electrical outlets (raising up) and 2 are wiring the Fire Command Center.

*A Verizon technician was on site to test the T1 line. He also checked the line that is connected to the elevator and confirmed that there was no dial tone, but was unable to offer any additional insight. He indicated that is a different department.*

Copies to: Richard Montuori, Town of Tewksbury  
Ed Johnson, Town of Tewksbury  
Steve Sadwick, Town of Tewksbury

Kaffee Kang, Kang Architects  
Bob Harukewicz, GVW Inc.  
Wayne Lawson, CBI

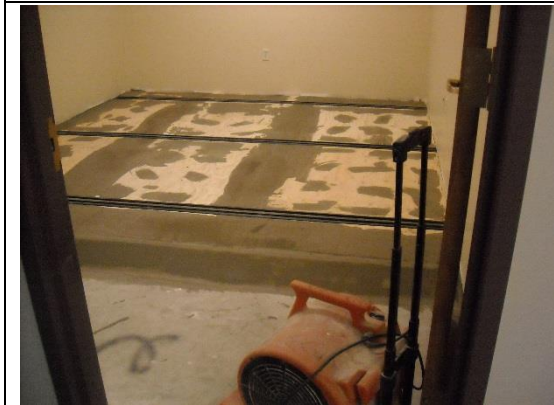
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Photo of the Community Development service counter being unloaded.



The electricians are wiring the Fire Command Center.



The floors are being prepped for tile installation in the Building Department's plan room. When the tile has been installed, Systematics will return to install the shelving.



The floors are being prepped in the basement corridor leading to the large vault.



The display case has been delivered and will be installed outside Meeting Room 114.



The radiator covers are being installed in the Meeting Hall.



The painter is completing the paint in the corridor leading to the Meeting Hall and will then begin applying the finish paint inside the Meeting Hall.



Balancing of the HVAC system is ongoing.